



## Rental Requirements

1. Monthly income must be 3X rent
2. No eviction history
3. Any felony conviction and/or sexual offenses will result in automatic denial
4. Verifiable employment and previous landlord(s) contact information
5. Pets allowed on case by case basis
6. Minimum credit score: 620
7. Minimum 12 month lease

## Leasing Application Instructions

1. Fill out lease application completely: One application for each person 18+
2. Provide proof of income (3 months bank statements, 3 months pay stubs).
3. Clear valid ID
4. Submit all above documents for review to [sgirgenti@kw.com](mailto:sgirgenti@kw.com) or call 713-254-6239 for any questions
5. If the requirements are satisfied, next step is to run the tenant background and credit check. Tenant will receive the notice of background check from SmartMove via Email. Follow the instruction and make payment directly to SmartMove. \$40 per adult, non-refundable. Each applicant **MUST** have valid email address.
7. Required rental history for verification
8. \$500 non-refundable deposit per pet (if applicable)
9. **If approved:** Leasing agent will notify buyer's agent or tenants via email. We will need 2 cashier's checks: 1st month rent payable to Keller Williams Premier Realty, delivered to our office located at 22762 Westheimer Parkway, #420, Katy, TX. 77450 and the security deposit payable to Landlord, delivered to Landlord or listing agent
10. Deposit is due upon signing of lease. 1<sup>st</sup> month's Rent is due first day of lease.
11. Agent: Provide your broker's W9 to listing agent